Definitions of Author and Review Editor Categories
11/08/11

Convening Lead Authors
The convening lead authors (CLAs) will be in charge of ensuring that a synthesis product on their topic (generally 6-10 pages) is delivered to the NCADAC in a timely way for inclusion in the 2013 synthesis report. These people are expected to be intellectual leaders in academia and/or the public and private sectors. They are responsible for working with their author team to develop their chapter, identify key issues and follow the "template" for their chapter type (including risk-based framing, uncertainty language, etc). They will also organize the author team to review submittals of the technical inputs teams, to respond to comments that are received for their chapter, to ensure that any graphics are produced in an appropriate format, and to meet the documentation and information quality requirements for their chapter. Finally, they will be responsible for "iterating" with the editorial team to insure that content and intent are accurately represented in the final chapter and any synthesis material.

There will usually be 2 convening lead authors for each of the chapters, with a few exceptions. The CLAs are selected by the Executive Secretariat with input from the full NCADAC, using the criteria that have been circulated.

The membership of the full author team (including Lead Authors, as described below) will be discussed with the CLAs and the NCADAC before the author teams are finalized.

Lead Authors
The Lead Authors (LAs) are experts who will be selected to provide perspective and breadth to the overall expertise of the chapter team, based on the same criteria used to select the CLAs. These people are also expected to be well respected, intellectual leaders in academia and/or the public and private sectors. They will assist with writing the chapter, documenting sources, selecting and producing graphics, and responding to comments. On average, 4-6 lead authors will be selected by the Executive Secretariat with input from the full NCADAC and in consultation with the CLAs.

Contributing Authors
Author teams may request people outside of the team to contribute to small sections or text boxes, or to produce graphics. Their work will be included in the document as decided by the author team and cited, but Contributing Authors will not be listed as report authors.

Review Editors
1. A review editor (RE) is an independent, objective expert who critiques a draft chapter for scientific accuracy and as appropriately representative. This person needs to have an independent perspective from the author team.

2. The REs will be selected by the NCADAC Chair and Vice-chairs in consultation with the Executive Secretariat based on expertise in the field.
   - There will be at least one RE per chapter.
   - REs cannot have been a major contributor to the NCADAC-initiated technical input team that contributed to the chapter
   - REs cannot be a part of the author team itself.
   - REs cannot be members of the NCADAC.

3.   An RE will complete a review of the chapter and provide their comments to the Executive Secretariat and the author teams.

Credit
It is anticipated that every convening lead author or lead author who actually contributes to the development of a chapter for the 2013 synthesis report will have his or her name in the report. With about 25 chapters this means up to 150 people or so. Review editors will also be listed separately.